



DEPARTMENT OF THE NAVY

CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

Canc: Apr 99

IN REPLY REFER TO
OPNAVNOTE 1500
Ser N7/8U637161

09 APR 1998

OPNAV NOTICE 1500

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)
Subj: BROADENED OPPORTUNITY FOR OFFICER SELECTION AND TRAINING (BOOST) FY99 PROGRAM
Ref: (a) MILPERSMAN 1020360
(b) OPNAVINST 6110.1D
Encl: (1) Sample BOOST Application Letter
(2) Sample Statement of Financial Responsibility
(3) Brief Sheet (Detach and utilize as appropriate, then destroy)

1. Purpose. To solicit applications for the Broadened Opportunity for Officer Selection and Training (BOOST) Program, reference (a), and to publicize current eligibility requirements and application procedures.

2. Discussion

a. The mission of BOOST is to support Navy officer accession goals and the Navy Affirmative Action Plan by providing an opportunity for enlisted men and women and some selected civilians to undertake a comprehensive program of academic preparation and enrichment aimed at preparing them for successful pursuit of a Navy or Marine Corps commission through the Naval Reserve Officers Training Corps (NROTC) or the U.S. Naval Academy (USNA).

b. This program prepares selected applicants for entry into the NROTC Scholarship Program, NROTC Scholarship Program Nurse Corps Option or USNA and is open to all eligible Navy enlisted personnel. Each BOOST graduate is eligible for an NROTC Scholarship or, if selected, an appointment to USNA.

c. BOOST provides an upward mobility opportunity to persons who have demonstrated qualities necessary for careers as Unrestricted Line Navy Officers or as Nurse Corps Officers but whose past academic performance does not qualify them for immediate selection into an officer accession program. As the BOOST Program is a significant part of the Navy Affirmative Action Plan, minority personnel are strongly encouraged to apply.

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d. BOOST is located at Naval Education and Training Center, Newport, Rhode Island. It provides a rigorous 10-month college-preparatory curriculum consisting of mathematics, English, science, computer science, campus skills, and military training. Following successful completion of BOOST, NROTC-bound students may be assigned to their respective NROTC units for up to 3 months of "NROTC Prep" prior to commencement of the academic year. BOOST graduates who are accepted by USNA report to the Academy for Plebe Summer indoctrination.

e. Individuals who graduate from BOOST and accept NROTC Scholarships are released from active duty as enlisted personnel and are appointed Midshipmen, U.S. Naval Reserve, upon commencing classes at the university.

f. For NROTC Scholarship recipients, university assignments are determined by the BOOST Placement Board held in December and March of the BOOST School calendar. Assignment to other than a selectee's first choice university may be made if considered in the best interest of the selectee or the Navy. Nurse Corps Option selectees are also assigned by the Placement Board and must attend a university which offers an accredited nursing program.

3. Eligibility Requirements. Applicants must meet the following:

a. Must be a citizen of the United States. No waivers.

b. Age criteria for the 1999 BOOST Program are as follows:

(1) Prospective NROTC Scholarship Program applicants must be under 22 years old on 30 June 1999. Candidates with active service in the Armed Forces prior to entering BOOST School may be granted a waiver for each month of active duty up to a maximum of 36 months. Anyone born prior to 1 July 1974 will not be considered for the BOOST Program

(2) Prospective Naval Academy candidates must not have passed their 23rd birthday on 1 July 2000. No age waivers are granted for the USNA.

c. Be certified as physically qualified for the NROTC Scholarship Program by the Department of Defense Medical Examination Review Board (DODMERB) in accordance with the Manual of the Medical Department. No physical exam is to accompany the BOOST application. Upon receipt of the application, a DODMERB physical examination appointment notice will be sent to the applicant with instructions. Shipboard or overseas personnel will receive a complete DODMERB physical examination package. (NOTE: As a preliminary screening, commanding officers should determine from the individual's health record whether the applicant has normal color vision. Any color vision deficiency is

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disqualifying for regular NROTC and the Naval Academy, but is not disqualifying for the Nurse Corps Option.)

d. Minimum Scholastic Aptitude Test (SAT) scores for eligibility are 470 (Verbal)/490 (Math). Minimum American College Testing (ACT) Program scores for eligibility are 18 (English)/20 (Math). These scores can be waived as follows:

(1) Active duty applicants may receive a waiver to 430 (Verbal)/440 (Math) or 16 (English)/18 (Math) on the ACT if the Verbal (VE) + Arithmetic Reasoning (AR) scores on the Armed Services Vocational Aptitude Battery (ASVAB) are 110 or greater. Applicants who have not retaken the ASVAB can be authorized a one-time only retake for the purpose of qualifying for a commissioning program (including BOOST). Requests for SAT/ACT waivers must be addressed in the commanding officer's endorsement.

(2) No waivers for the SAT/ACT will be granted below the 430/440 or 16/18 levels, and no waivers for the ASVAB will be granted.

e. Graduation from high school or receipt of a General Education Development (GED) equivalency certificate is required.

f. Personnel possessing more than 1 year (30 semester hours or 45 quarter hours) of college course credit are ineligible for BOOST. No waivers will be granted. These personnel are encouraged to apply directly for the NROTC Program, the Naval Academy, or the Enlisted Commissioning Program, if eligible.

g. Be enlisted in the Navy or Naval Reserve, be on active duty, and have or be willing to obtain at least 36 months obligated service as of 1 July of the year entering BOOST.

h. Have no court-martial conviction or civilian felony conviction. Have no record of disciplinary action under Article 15, Uniform Code of Military Justice (UCMJ), or conviction by civil court for misdemeanors (except minor traffic violations) during the 2 years preceding 1 October 1998. (A fine of \$300 or less, exclusive of court charges, is considered minor.)

i. Enlisted applicants below paygrade E-4 may have no more than two dependents. USNA applicants must be unmarried with no dependents. Marriage and/or dependents do not disqualify applicants for the NROTC Scholarship Program.

j. Be recommended by the commanding officer.

k. Eligibility requirements in this paragraph must be maintained during the application period and during participation in the program.

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4. Application Procedures

a. Enlisted personnel must apply to the Chief of Naval Education and Training (CNET), via their commanding officers, following the instructions contained in this notice and in reference (a). Completed applications must reach CNET no later than 1 October 1998. Do not FAX applications. Except for 4c(1), (2), (3), (4), and (13), only certified copies should be used in the application because applications will not be returned to the individual.

b. Application is to be affixed on the right-hand (widest) side of a standard Navy 9 1/2 X 12 folder with a two-prong metal fastener at the top. With the empty folder closed, print the applicant's last name and initials in large letters on the left-hand half of the protruding right-hand side of the folder. (Do not use folders with tabs--the extended side should be length of folder.) Punch two holes through top of right-hand side of folder and entire application and attach with two-prong metal fastener. Ensure printed name remains visible when application is attached and folder is closed.

c. Applicants are responsible for submission of their applications. Each document required presents information which is weighed by the selection board to arrive at a final board score. Missing or incomplete documents will penalize the applicant. Therefore, it is incumbent upon applicants to carefully read each of the following subparagraphs to ensure the correct and complete documents are submitted. Applications must include the following documents in the order indicated:

(1) Application letter, using the format provided in enclosure (1).

(2) The applicant's personally composed, one-page, legibly handwritten, and signed statement giving reasons for applying to the BOOST Program and for desiring a commission, and stating career plans. The selection board will be looking for indications that the applicant is knowledgeable of and motivated for the BOOST Program, NROTC/Naval Academy, and the naval career which follows.

(3) Completed, signed, and dated Application for Commissioned or Warrant Rank, U.S. Navy or Naval Reserve (NAVCRUIT 1100/11.) Leave no blank sections. Use "None" or "Not Applicable" where necessary. Extra-curricular activities, leadership positions, etc., should be detailed for the selection board.

(4) A full-length photograph in dungaree uniform (short or long sleeves and uncovered) is required of all applicants. The photograph is to be approximately 4" wide x 5" high (for deployed units, a Polaroid or standard camera photo is acceptable). The photo should be full-length, three-quarter view with applicant's left shoulder forward, against a contrasting back-

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ground. The applicant's name and the date the photograph was taken must be in the picture. The photograph is to be mounted on an 8 1/2" x 11" sheet of paper which is to be signed by the applicant.

(5) Certified copy of SAT or ACT scores from a test taken on or after 1 January 1996. To ensure eligibility for the FY99 BOOST program, it is essential that tests be taken or test score release requested no later than 1 October 1998. It is the applicant's responsibility to ensure a certified copy of test results is included in the application package or is directly released from the testing agency to CNET by marking Release Code 0013 on the test registration form. Do not use Release Code 0557. BOOST applicants can also request that a testing agency release any previous scores by submitting a score release request form indicating Code 0013. (NOTE: If SAT/ACT scores are not included with the application package, applicant must provide date, site, and type of test taken with the application. The applicant remains responsible for ensuring CNET has received the scores from the testing agency.)

(6) Certified copies of academic transcripts for each secondary (high school), vocational, or technical school and each college attended, to the highest level attempted. Applicants who have obtained a GED equivalency certificate must submit a certified, legible copy, in addition to the transcripts of any and all high schools attended. Highlight GPA and class standing on H.S. transcript. Do not submit transcripts in sealed envelopes. (All transcripts and documents printed sideways are to be facing same direction within the application.)

(7) Certified copy of the service record page containing the ASVAB scores. (Ensure good xerox copy of scores.)

(8) Certified copies of each Navy Occupation/Training and Awards History, page 4, of the enlisted service record. Performance at Navy schools, promotion history, Personnel Qualification Standards, and awards are weighed by the selection board. It is your responsibility to ensure all awards are entered on page 4.

(9) Certified copy of History of Duty Assignments, page 5, of the enlisted service record.

(10) Certified copies of the last two Enlisted Evaluations (excluding "Not Observed" evaluations). The command is to give a special evaluation if none exists. This enclosure receives strong consideration from the selection board.

(11) Certified copy of latest Physical Readiness Test (PRT), (OPNAV 6110/2), Sections A-F. The command is to give a special PRT, if none exists. This enclosure receives strong consideration from the selection board. (Ensure block 7 of Section C with BF% or WS is legible.)

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(12) Statement of Financial Responsibility, enclosure (2). This enclosure offers the applicant the opportunity to impress the selection board with the individual's maturity and comprehension of future financial constraints. Reverse of the Statement of Financial Responsibility is to contain the applicant's handwritten statement specifying the status of present finances and presenting the applicant's planned financial status upon entering the university of choice. The statement must include savings and debt goals while at BOOST.

(13) Proof of U.S. citizenship: a certified copy of birth certificate, a Verification of Birth Form, DD 372, or commanding officer's certification of personal sighting of the applicant's original naturalization papers. Do not send originals.

(14) Any award citations, letters of appreciation or commendation, etc., should be enclosed.

NOTE: Applicants must notify CNET of any change of status, including change of address.

d. The single, most important consideration by the selection board is the commanding officer's endorsement. Due to the value accorded this endorsement, commanding officers should personally read this entire subparagraph. Upon receipt of an application, the commanding officer shall:

(1) Personally interview each applicant. In the event of multiple applicants, the commanding officer shall rank each (e.g., 1 of 3).

(2) Appoint a board of two Navy officers (lieutenant (O-3) or above, **Unrestricted Line Officers** unless not available) to interview and evaluate each applicant. For Nurse Corps Option applicants, one Nurse Corps officer (O-3 or above) is desired but not mandatory. Each board member must complete an Interviewer's Appraisal Sheet, NAVCRUIT 1100/13, including the interviewer's opinion concerning the applicant's motivation and potential for a career as a naval officer, aptitude for advanced academic study, and personal maturity.

(3) Provide an endorsement to the applicant's letter.

(a) Commanding officers should recommend only candidates who meet high standards of character, patriotism, sense of duty, personal conduct, and financial responsibility. Leadership and leadership potential are important considerations and specific comments are solicited. In the event of a negative or noncommittal endorsement, the commanding officer shall provide a statement indicating the reason therefor. Applicants who do not meet physical standards as set forth in reference (b) or are color vision deficient are specifically ineligible and shall not be recommended (except Nurse Corps Option applicants for whom color vision deficiency is not disqualifying).

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(b) Command endorsements should address the prospective transfer of the applicant if expected prior to 1 July 1998. Refer to paragraph 6 of this notice for guidance on transfer of BOOST applicants.

(c) The endorsement shall be no more than one page in length. If an SAT/ACT score waiver is requested, the endorsement must recommend approval/disapproval. Incomplete applications or applications received after the 1 October 1998 deadline will not be considered unless the endorsement contains a compelling reason therefor. (NOTE: Deployment, in and of itself, is not a compelling reason for a lack of planning or expeditious handling.)

(d) Provide, as enclosures to the endorsement, the board's completed, signed Interviewers' Appraisal Sheets.

(e) Attach the endorsement and interview sheets on top of the application with the two-prong metal fastener.

(4) Ensure applicants receive current counseling concerning the BOOST Program and subsequent NROTC participation. Such counseling shall include the following:

(a) Upon satisfactory completion of BOOST, students are transferred to the NROTC unit at a university where they are separated from active service and receive only tuition, books, fees, and a \$150 per month stipend as provided by the NROTC Scholarship. Housing, subsistence and health insurance while in college are the individual student's responsibility. Individuals applying for BOOST must be prepared to assume the expenses associated with college.

(b) BOOST graduates are expected to devote their full attention to the academic rigors of college and the NROTC Program. While marital status is not a disqualifying factor for the program, individuals should be made aware that full-time employment to support one's family will normally have an adverse impact on academic performance.

(c) Montgomery G.I. Bill benefits are available only to eligible individuals who qualify with 30 months of active duty by fall 2000 matriculation at the university. Eligible individuals who do not qualify by reason of insufficient time in service will not be granted an extension on active duty to gain Montgomery G.I. Bill benefits.

(5) Forward the application to:

CHIEF OF NAVAL EDUCATION AND TRAINING
CNET OTE5 BOOST
250 DALLAS STREET
PENSACOLA FL 32508-5220

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5. Information

a. Applicants who meet the eligibility requirements for the NROTC Program or for the Naval Academy are encouraged to apply for these programs simultaneously with application for BOOST.

b. The command must ensure all required documents are complete and correct. Failure to provide complete, legible, and accurate information may delay processing of the application and may result in disqualification.

c. Active duty selectees for the 1999 BOOST Program will be notified by NAVADMIN message in December 1998. Selection and receipt of Permanent Change of Station (PCS) orders to BOOST are contingent upon DODMERB certification of physical qualification.

d. Active duty students who attrite from the BOOST Program must complete their 36-month enlisted active duty obligation.

e. Graduates of the BOOST Program Nurse Corps Option will be offered only a Nurse Corps Option NROTC Scholarship. BOOST Nurse Corps Option selectees must sign a Page 13 entry before executing their orders to BOOST, acknowledging that they have been selected for the Nurse Corps Option only and agreeing to fulfill their 36-month active duty service obligation if they disenroll from the Nurse Corps Option or decline an NROTC Nurse Corps Option Scholarship upon graduating from BOOST.

f. Questions concerning application procedures should be addressed to the Command Career Counselor who may call for assistance to the BOOST Program Coordinator or staff at 1-800-NAV ROTC, Defense Switched Network (DSN) 922-4944, or commercial (850) 452-4944, at extensions 316, 317, or 318.

6. Transfer Policy. Candidates for BOOST who receive PCS orders for execution on or after the BOOST application deadline should not be transferred until officially notified of selection or non-selection to BOOST. If a transfer directive is received, the commanding officer shall notify the orders originating authority that the individual has applied for BOOST and that orders (cite Transfer Code number) are being held in abeyance until notification of selection or nonselection is received. If the applicant is selected, the commanding officer shall notify the orders originating authority that the individual has been selected and that the orders are considered canceled. If the applicant is not selected for BOOST, the command should transfer the individual and notify the orders originating authority that the orders have been complied with, referencing the previous correspondence which held the orders in abeyance.

7. Obligated Service

a. Enlisted members on active duty who are selected for BOOST must have at least 36 months of active obligated service

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remaining, or agree to extend their enlistment or active duty agreement for the 36-month period, prior to executing transfer to BOOST School. Selectees will receive PCS orders (with leave enroute authorized) for transfer to the Naval Education and Training Center, Newport, Rhode Island, to begin their BOOST School instruction in August.

b. An Enlisted Navy Career Options for Reenlistment (ENCORE) quota is not a requirement for officer accession programs or BOOST. Selectees to officer accession programs or BOOST do not need to request ENCORE reenlistment or extension quotas in order to acquire the necessary obligated service for those programs.

c. If accepted into the NROTC Program or the Naval Academy, selectees must have at least 36 months of active obligated service remaining upon appointment as midshipmen or agree to accept a 36-month obligated service requirement upon appointment.

8. Action. Commanding officers shall ensure wide publicity is given to the BOOST Program and should actively identify and encourage all qualified personnel to apply. In support of the Navy Affirmative Action Plan, everyone in the chain of command should specifically encourage eligible minority personnel to apply for BOOST. Wide distribution of enclosure (3) within the command is highly recommended.


9. Forms

a. SATs and ACTs are available through the testing agencies. Personnel should contact their Educational Services Officers or Command Career Counselors for assistance in obtaining test material.

b. The following forms are available from the Navy supply system and may be requisitioned per CD ROM NAVSUP P-600 (NLL).

(1) NAVCRUIT 1100/11 (Rev. 8/92), Application for Commission or Warrant Rank, U.S. Navy or Naval Reserve, S/N 0114-LF-014-9000.

(2) NAVCRUIT 1100/13 (Rev. 3/81), Interviewer's Appraisal Sheet, S/N 0114-LF-011-0065.


P. A. TRACEY
Director, Naval Training

Distribution:
SNDL Parts 1 and 2

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SAMPLE BOOST APPLICATION LETTER

FOR OFFICIAL USE ONLY

1500

Date

From: (Rate) (NAME - First, Middle, Last), USN, (Soc. Sec. No.)
To: Chief of Naval Education and Training (OTE5/BOOST)
Via: Commanding Officer, _____ (Full mailing address)

Subj: APPLICATION FOR THE FY99 BROADENED OPPORTUNITY FOR OFFICER
SELECTION AND TRAINING (BOOST) PROGRAM

Ref: (a) OPNAVNOTE 1500 (BOOST) FY99 PROGRAM

Encl: (1) Personally handwritten and signed statement
(2) Application for Commission or Warrant Rank, NAVCRUIT
1100/11
(3) Full-length photograph (dungarees)
(4) Certified copy of SAT or ACT results, or notation
specifying when and where the test was taken
(5) Academic Transcripts (all high schools, technical
schools, and colleges attended) and GED if applicable
(6) Certified copy of Service Record page containing the
ASVAB Scores
(7) Navy Occupational/Training and Awards History (page 4)
certified copy
(8) History of Duty Assignments (page 5) certified copy
(9) Certified copies of last two enlisted evaluations
(excluding "Not Observed" evaluations)
(10) Certified copy of PRT, OPNAV 6110/2, Sections A-F
(11) Statement of Financial Responsibility
(12) Birth certificate (certified copy) or other certified
evidence of citizenship if not native born
(13) Any additional documents the applicant desires to
include.

1. I am applying for the 1999 (specify either BOOST Program or
BOOST Program Nurse Corps Option). Enclosures (1) through (12)
are forwarded as required by reference (a).

2. The following pertinent information is provided:

- a. I will be _____ years _____ months old on 30 June 1999.
Date of Birth: _____
- b. Date of enlistment: _____
- c. Projected rotation date: _____

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Enclosure (1)

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d. Race/Ethnic background: (CAUC, HISPANIC, BLACK (NON-HISP) or ASIAN/PACIFIC ISLANDER/NATIVE AMERICAN) (Specify one)

e. Married: (yes/no) Number of dependents (include spouse even if military): .

f. Commercial and DSN work phone numbers: _____.

Home phone: _____.

3. (If needed) It is requested that a waiver be granted for (SAT/ACT or age).

(Signature of Applicant)

Type complete command address including codes or divisions of command where you will receive mail after December.

Type command short title

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SAMPLE STATEMENT OF FINANCIAL RESPONSIBILITY

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I, _____ (Rate/Name) _____, provide the following information in support of my application for the BOOST Program or BOOST Nurse Corps Option.

I am enrolled in: _____ Navy College Fund _____ MGIB _____ None
(Check as appropriate)

Dependents: Spouse (yes or no) Children (Number) _____ (Ages) _____

Current Savings \$ _____ Current Outstanding Debt \$ _____

This debt includes: Car _____ Total

Credit Card(s) _____ Total

Other (specify) _____ Total

I understand that all of my military pay, allowances and active duty benefits will stop when I enter the NROTC Program after graduation from BOOST. I also understand that the NROTC Scholarship only provides \$150 per month and that I am responsible to pay for all housing, food, medical, and other living expenses. The following provides information relevant to my financial obligations:

**Anticipated monthly income
while attending college**

NROTC Stipend \$ 150

Spouse's income _____
(monthly)

Savings (monthly) _____

GI Bill (monthly) _____

Grants (specify) _____

Loans (specify) _____

SUB TOTAL _____

**Anticipated monthly expenses
while attending college**

Rent _____

Utilities _____

Food _____

Medical _____

Auto payments/
Insurance _____

Transportation _____

Entertainment _____

SUB TOTAL _____

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(Additional info on reverse)

Enclosure (2)

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Other income
(monthly)
(specify)

Debt Payments
(incl. credit
cards)

Clothing

Other

TOTAL

=====

TOTAL

=====

Reviewed:

Signed:

Command Representative's
Signature

Applicant's Signature

Applicant's handwritten statement of present and planned
financial status, including savings and debt goals:

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For Your INFORMATION

BROADENED OPPORTUNITY FOR OFFICER SELECTION AND TRAINING (BOOST)

BOOST OFFERS:

AN OPPORTUNITY TO PREPARE FOR NROTC OR THE U.S. NAVAL ACADEMY
AN OPPORTUNITY TO EARN A COLLEGE DEGREE
AN OPPORTUNITY TO BECOME A COMMISSIONED OFFICER

BOOST IS FOR YOUNG MEN AND WOMEN WHO, WITH ADDITIONAL COUNSELING,
GUIDANCE, AND INSTRUCTION:

HAVE THE POTENTIAL TO BECOME A COMMISSIONED OFFICER
HAVE THE ABILITY FOR COLLEGE LEVEL WORK
ARE WILLING TO WORK FOR SUCCESS IN THE PROGRAM
ARE WILLING TO ACCEPT THE RESPONSIBILITY OF AN OFFICER

Application procedures are outlined in OPNAVNOTE 1500 and the Naval Military Personnel Manual, Article 1020360. Interested personnel are encouraged to contact their Career Counselor or Educational Services Officer. Applications must be received by the Chief of Naval Education and Training no later than 1 October 1998 in order to be considered for selection to the BOOST class which convenes in August 1999.

REGISTER FOR THE SCHOLASTIC APTITUDE TEST (SAT)
OR AMERICAN COLLEGE TESTING (ACT) PROGRAM NOW

OPNAVNOTE 1500

of

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DISPLAY ON BULLETIN BOARD AND PUBLISH AS APPROPRIATE, THEN DESTROY.
INCLUSION IN THE PLAN OF THE DAY IS RECOMMENDED. USE OF THIS INFORMATION BY NAVY BROADCASTING SERVICE/AFRT OUTLETS ASHORE AND BY SITE TELEVISION OPERATORS AFLOAT IS STRONGLY ENCOURAGED.

Enclosure (3)